



## Agenda

Regular Meeting # 2021-05  
Kingston Frontenac Public Library Board  
Wednesday, May 19, 2021 – 4:30 PM  
Virtual Meeting - Zoom

She:kon, Aanii, Boozhoo, Waychaya, Kwey Kwey, Tawnshi. Let us bring our good minds and hearts together, to honour and celebrate these traditional lands as a gathering place of the Original Peoples and their Ancestors who were entrusted to care for Mother Earth since time immemorial. It is with deep humility, that we acknowledge and offer our gratitude for their contributions to this community, having respect for all as we share this space now and walk side-by-side into the future.

1. Call to Order / Regrets
2. Adoption of the Agenda (motion)
3. Disclosure of Conflict of Interest

### Consent Agenda

4. Adoption of Minutes
  - 4.1. Regular KFPL Board Meeting #2021-03 of March 17, 2021 (attached) (*brought forward from April 2021*)
5. Information Items
  - 5.1. Correspondence/Information Received and Sent – no correspondence to report
6. Monitoring Reports
  - 6.1. Communication and Counsel
    - 6.1.1. Chief Librarian's Report (attached)
  - 6.2. Annual Report (attached) (*brought forward from April 2021*)
  - 6.3. Financial Condition (1<sup>st</sup> Quarter 2021) (attached) (*brought forward from April 2021*)
  - 6.4. Treatment of Public (attached) (*brought forward from April 2021*)
  - 6.5. Staff Relations and Volunteers (attached)
  - 6.6. Statistical Report (1<sup>st</sup> Quarter 2021) (attached)

- 6.7. Asset Protection: Audit (see 10.1)
- 6.8. Director / Manager Report – Human Resources (see 14)
- 7. Motion to accept consent agenda (motion)

### **Action Agenda**

- 8. Business Arising from the Minutes
- 9. Items Removed from the Consent Agenda
  - 9.1.
- 10. Action Items
  - 10.1. Audit Approval Consent (2020 Draft Financial Statements) - Presentation by KPMG (motion to receive the audit)
  - 10.2. Policy Review
    - 10.2.1. Health and Safety related policies (report attached)
      - 10.2.1.1. Occupational Health and Safety (policy attached) (motion)
      - 10.2.1.2. Workplace Harassment (policy attached) (motion)
      - 10.2.1.3. Workplace Violence Prevention (policy attached) (motion)
    - 10.2.2. Anti-Nepotism (report and policy attached) (motion)
    - 10.2.3. Criminal Record Checks (report and policy attached) (motion)
    - 10.2.4. Standards of Conduct for KFPL Employees (report and policy attached) (motion)
    - 10.2.5. Volunteer (report and policy attached) (motion)

### **Items for Discussion / Exploration** (none this month)

### **Other Business**

- 11. Organizational Design Changes (report attached)
- 12. Central Branch Renovations Update
- 13. COVID-19 Operations Update
- 14. Workplace Inclusion Charter Update
- 15. Board Self-Evaluation Update

### **Adjournment / Next Meeting**

Regular Board Meeting: 4:30 PM, Wednesday, June 16, 2021, location TBD

The Kingston Frontenac Public Library exists to offer all people throughout our service area access to broadly based resources in support of personal enrichment, life long learning, and community interaction, in person or in virtual space. These services are provided by expending revenues in a fiscally responsible manner.